

COMPARABLE STATISTICS 2005

INTRODUCTION

The Office of Library and Information Services (OLIS) is pleased to publish the Comparable Statistics 2005. In 39 Rhode Island cities and towns, 49 library systems were asked to answer the 2005 Annual Report survey. The Annual Report survey was submitted by public libraries to OLIS as part of the Application for Grant-In-Aid. The Comparable Statistics 2005 was compiled from this survey's data and FY2005 certifications of appropriation and expenditure.

For the purposes of the Comparable Statistics, library systems are defined as independently operated and funded libraries within a city or town. A city/town may have more than one library system. Library systems may consist of one or more public library facilities. Library systems may or may not have branches and/or bookmobiles. According to a FSCS (Federal State Cooperative System) definition, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following: an organized collection of printed or other library materials, or a combination thereof; paid staff; an established schedule in which services of the staff are available to the public; the facilities necessary to support such a collection, staff and schedule; and is supported in whole or in part with public funds. Each library system that submitted a 2005 Annual Report answered yes to the FSCS Public Library Definition.

OLIS encourages feedback on the Comparable Statistics 2005. OLIS would like to know if the format of the Comparable Statistics is user friendly and what changes would make the reports more useful or valuable. Comments about the Comparable Statistics 2005 should be emailed to annpk@gw.doa.state.ri.us with the subject header: CS2005 Feedback. Replies to feedback will be sent as appropriate.

PRINT COPY

Only the electronic version of the Comparable Statistics 2005 is published. To acquire a print copy, save the PDF version to your computer. Then print as you normally would. Reports may be printed individually as listed in the Table of Contents and as a whole document including the cover page, Table of Contents, Introduction, and Library Codes .

READING THE REPORTS

The Comparable Statistics is consolidated into fewer reports this year. Where possible, more columns were added to reports for better comparison. The Circulation Report includes circulation "By Category" and "By Format" and all of the Interlibrary Loan statistics. Population and square footage of the main library and branches are listed in the Profile Report.

In the Annual Report, the Federal State Cooperative System (FSCS) Legal Service Area (LSA) population definition requires population figures be based on the most recent official state population figures available from the Rhode Island state data center. Population figures in the Comparable Statistics are as of July 1, 2004. Table 1: Annual Estimates of the Population for the United States, and for Puerto Rico: April 1, 2000 to July 1, 2004 (Population Division, U.S. Census Bureau) is the source of this statistic. The individual populations of the cities and towns is derived from the Rhode Island Data Set of cities and towns found at www.census.gov estimates.

All references to income as revenue in the reports is consistent with the FSCS data element name change made in the 2004 Annual Report.

Time Span

The Comparable Statistics Reports cover fiscal year 2005, except for wages. The salaries and hourly rates are for July 1, 2005 (fiscal year 2006). Most libraries reported on a July to June fiscal year. However, libraries in East Providence, and Scituate reported data from a different starting and ending period.

Column Headers

The first column of each library report is in alphabetical order by library code. See the Library Code list to match a library name with a library code. More information about the libraries in the Comparable Statistics is available in the Public Library Directory on the [LORI website: http://www.ori.ri.gov/](http://www.ori.ri.gov/). The Public Library Directory includes city/town, governance status, delivery code, address, phone, fax, email, chair of the library's board, CLAN status, library web address, hours and directions.

Many column header names in the Comparable Statistics Reports are identical to the data element names in the Annual Report. Data in the Selective Revenue and Expenditures Table should not be used to determine Total Revenue and Total Expenditures..

State Reports

The State Total Report sums up the individual library data found in other Tables of the Comparable Statistics 2005. Missing data from libraries was not imputed. NA in any report means that the data was not provided by the library and therefore not available for the Comparable Statistics. The State Totals Report has notes indicating which library data was missing and is not included in the State Totals. To print out the State Totals table, see the Table of Contents.

Wages Reports

Job Categories

The data element, Job Categories, on the Annual Report's Wage Form groups library positions by similar duties and tasks rather than matching by official job titles across the state. To achieve the grouping, twelve (12) job categories were created. Job Categories were further sorted into Full Time and Part Time division for the Comparable Statistics Reports. Full Time is defined as at least 35 hours per week. Twenty two (22) Reports are

the result. Some libraries reported split staff positions which are reflected in the Part Time Reports.

Averaged Wages

When provided, actual wages were used. Wages were averaged when necessary. Wages for vacant positions and positions reporting a range and no actual wage were computed in the average. Wages are simple averages and were not weighted. The raw data from the Wages forms in the 2005 Annual Report is available upon request.

Total Staff

To demonstrate Standards compliance, libraries were allowed to report split wages. The Split Wages form of the Annual Report was available to report varying job duties for an individual. Job responsibilities in one category had to be clearly no less than 30% and no more than 50% of total paid library responsibilities. The Split Wages form was used to report the portion of an employee, wages, and hours worked in a particular category. Each Split Wages form represents a fractional person which is reflected in the No. of Staff Total column of the Wages Reports of the Comparable Statistics. Fractions were determined by dividing the number of hours per week worked in one category by the total number of hours per week worked in the library. All of the Split Wages forms for one individual should add up to a whole person.

Income and Expenditures

All dollar amounts reported in the Comparable Statistics 2005 are rounded to the nearest dollar.

FINDING THE DATA SOURCE

Here are some guidelines for matching the data in the Comparable Statistics tables to the data in the Annual Report forms.

Gia (Grant-In-Aid) expenditures in the Selective Revenue and Expenditures Report are derived from the Certification of Tax-Based Appropriation and Expenditure and the Certification of Endowment.

Revenue and Expenditures Reports are derived from the Income and Expenditure form.

The Profile Report is derived from the Main Library/System and Staff forms.

The Annual Services and Programs Report is derived from the Hours Open and Services forms.